



## CONSENT CALENDAR

### City of San Bernardino Request for Council Action

**Date:** April 16, 2025

**To:** Honorable Mayor and City Council Members

**From:** Bill Gallardo, Interim City Manager;  
C. Jeannie Fortune, Interim Director of Finance & Management Services

**Department:** Finance & Management Services

**Subject:** **Approval of Commercial and Payroll Disbursements and Purchase Card Transactions for January 2025 (All Wards)**

**Recommendation:**

It is recommended that the Mayor and City Council of the City of San Bernardino, California approve the commercial and payroll disbursements for January 2025.

**Executive Summary**

This action is to approve the commercial and payroll disbursements. This is regular business of the Mayor and City Council ensuring that the City pays vendors, employees, and the retirement system timely, accurately and with full transparency for the community.

**Background**

Completed commercial and payroll disbursement registers are submitted to the Mayor and City Council for approval. This happens on a regular basis, typically every meeting for the most recently completed disbursement registers.

The detailed warrant registers are available on the City Website and are updated weekly by the Finance Department. The registers may be accessed by copying the following link into an internet browser:

[https://sbcity.org/city\\_hall/finance/warrant\\_register](https://sbcity.org/city_hall/finance/warrant_register)

**Discussion**

**Gross Payroll**

Bi-Weekly for January 2, 2025	\$3,571,612.93
Bi-Weekly for January 16, 2025	\$3,549,616.51
Bi-Weekly for January 30, 2025	\$3,385,068.48
Monthly for January, 2025	<u>\$40,210.30</u>
Total Payroll Demands:	\$10,546,508.22

The following check registers are being presented for approval:

January 7, 2025	2024/25 (Register #37)	\$25,000.00
January 9, 2025	2024/25 (Register #38)	\$3,607,663.40
January 16, 2025	2024/25 (Register #39)	\$1,903,886.89
January 23, 2025	2024/25 (Register #40)	\$1,399,088.84
January 23, 2025	2024/25 (Register #41)	\$1,411.52
January 30, 2025	2024/25 (Register #42)	<u>\$1,547,739.01</u>
Total commercial check demands:		\$8,484,789.66

The following Electronic Funds Transfer (EFT) registers presented for approval:

Jan 9, 2025 - Jan 31, 2025	2024/25 (Register #1744-1759)	<u>\$1,783,347.31</u>
Total commercial EFT demands:		\$1,783,347.31

Purchasing Card Charges:

January 2025	<u>\$101,803.00</u>
Total Purchasing Card Charges:	\$101,803.00

**2021-2025 Strategic Targets and Goals**

Approval of the noted check and EFT registers for commercial and payroll disbursements align with Key Target No. 1: Improved Operational & Financial Capacity by creating a framework for spending decisions.

**Fiscal Impact**

Amounts noted in the disbursement registers have no further fiscal impact. Amounts were paid consistent with existing budget authorization and no further budgetary impact is required.

**Conclusion**

It is recommended that the Mayor and City Council of the City of San Bernardino approve the commercial and payroll disbursements for January 2025.

**Attachments**

Attachment 1	Payroll Summary Report for January 2025
Attachment 2	Commercial checks & Payroll Register #37
Attachment 3	Commercial checks & Payroll Register #38
Attachment 4	Commercial checks & Payroll Register #39
Attachment 5	Commercial checks & Payroll Register #40

Attachment 6	Commercial checks & Payroll Register #41
Attachment 7	Commercial checks & Payroll Register #42
Attachment 8	Commercial EFT Registers #1744-1759
Attachment 9	Purchasing Card Charges for January 2025

**Ward:**

All Wards

**Synopsis of Previous Council Actions:**

N/A